

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

March 25, 2015

Task Force on County Operations & Organization

1. Call to Order

Meeting was called to order by Hanneman at 10:03 a.m.

2. Roll Call

Task Force Members

Members present: Jennifer Hanneman, George Jaeckel, Ron Krueger, Russell Kutz, Steve Nass, Joe Nehmer, Timothy Smith and Susan Happ.

Excused: Kathi Cauley

Others Present: Tammie Jaeger, Administration; Benjamin Wehmeier, County Administrator; Jim Schroeder, County Board Chair; Steve Grabow, Community Development Agent; Rob Klotz, Zoning Director; J. Blair Ward, Corporation Counsel; Brian Lamers, Finance Director; Barb Frank, County Clerk; Supervisor Walt Christensen and Michelle Staff, Planning & Zoning.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No changes

5. Public Comment

None

6. Communications

- County Board Rules
- Spreadsheet on Jefferson County Committees and Statutory Requirements

7. Approval of March 13, 2015 Task Force meeting minutes

Motion by Jaeckel; Second by Kutz to approve the March 13, 2015 Task Force meeting minutes as printed. (Ayes-All) Motion carried.

8. Overview of the Strategic Plan – Steve Grabow

Steve Grabow gave a Power Point Presentation showing an Overview of the County's Strategic Plan. He addressed questions from the group and offered suggestions for the Task Force to consider. Nehmer suggested that Grabow be involved in the Task Force process. No action taken.

9. Overview of the Comprehensive Plan – Rob Klotz

Information on the Comprehensive Plan was provided for the members to review. Klotz gave them a brief overview of the plan and addressed questions. No action taken.

10. Discussion and possible action on principle statement

This will be discussed at a future meeting. No action taken.

11. Review information from Department Heads regarding comparable counties

This will be discussed at a future meeting. No action taken.

12. Discuss scheduling topics for future agendas

See below.

13. Tentative Future Agenda Items and Meeting Dates (April 9, 2015 10:30 a.m.)

- Approval of March 25, 2015 Task Force meeting minutes (April 9th)
- Discussion and possible action on current committee, board and commission responsibilities, size and structure (April 9th)
- Presentation from WCA on Committee Structure (April 9th)

Future Agenda Items:

- Discussion and possible action on alternate staffing model to reduce overtime costs in the Sheriff's Office
- Discussion on Jail Assessment Fund
- Discussion and possible action on the county-owned farm
- Review future capital projects
- Report from the Finance Department on future projections – State Levy Caps
- Discussion on shared services:
 - a. Discussion with Mayors & Village Presidents regarding shared services
 - b. Department Head reports including current and potential possibilities for shared services
 - c. Discuss possible shared services with agencies outside of Jefferson County
- Discuss reports from Department Heads regarding their ideas on how things can be done better
- Presentation from other counties on their CQI process
- Information on the barriers and opportunities that may exist with combining services such as Fire and EMS – Krueger
- Possible topics presented by the Wisconsin Counties Association (WCA)
- Discussion and possible action on doing a time study
- Discussion and possible action on agenda format

14. Adjourn

Motion made Jaeckel; Second by Nass to adjourn at 11:48 a.m. (Ayes-All) Motion Carried.